

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT THREE BILL RUSSELL, PRESIDING

November 16, 2015

A. CALL TO ORDER

The November 16, 2015 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Bill Russell, Board President.

Sheriff Bill Rasco of the DeSoto County Sheriff's Department was present and opened the DeSoto County Board of Supervisors meeting in a regular session to hear all business before the Board of Supervisors. The following officials were present:

Supervisor Jessie Medlin	District 1
Supervisor Mark Gardner	District 2
Supervisor Bill Russell	District 3
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Sheriff Bill Rasco	Sheriff
W. E. Sluggo Davis	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Supervisor Lee Caldwell presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZENS REMARKS & PRESENTATIONS

Supervisor Bill Russell asked if there was anyone present who wished to address the Board on items not regarding the agenda. No one came forward.

E. APPROVAL OF AGENDA: ADDITIONS AND DELETIONS

Supervisor Bill Russell asked if there was anyone who wished to add or delete items to the Agenda.

- 1. Supervisor Jessie Medlin requested to appoint a new Keep DeSoto County Beautiful Committee member from District 1 due to the resignation of the current appointee.**

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to appoint Pat Evans as the District 1 representative to the Keep DeSoto County Beautiful Committee.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

- 2. Supervisor Jessie Medlin requested to add Miller Farms for consideration as an Executive**

Session item. (Executive J.9.)

3. **Board Attorney Tony Nowak requested to add Oscar Kinsey Litigation for consideration as an Executive Session item. (Executive J.7.)**
4. **Supervisor Bill Russell requested to add a report from the Off Street Parking Ordinance Committee. (Planning)**
5. **Supervisor Mark Gardner requested to add Potential Litigation Regarding the Sheriff's Administration Building for consideration as an Executive Session item (Executive J.8.)**
6. **County Administrator Vanessa Lynchard requested to delete: Office of Procurement – Approval for Purchase Exceeding \$25,000 for Purchase of 12 Ford Police Interceptor Sedans. (New.H.16.a.)**

This item was added back to the Agenda by Sheriff Rasco later in the meeting.

7. **County Administrator Vanessa Lynchard requested to add: EMA and Grants Administration – Homeland Security Grant for Containers. (New H.18.)**
8. **County Administrator Vanessa Lynchard requested to add: Authorize Board Attorney to Work with Fairhaven Fire Department on Fairhaven Fire Department Ratings. (New H.19.)**
9. **County Administrator Vanessa Lynchard requested to add: EMS – Approval to Activate a Fourth Ambulance Service for Mall Opening. (New H.20.)**
10. **County Administrator Vanessa Lynchard requested to add: Late Bill -Driver's License Readers and Monitors for Sheriff's Vehicles.**

Director of Procurement and Administrative Services Pat McLeod asked to correct the wording of this item from Late Bill to Approval for Purchase Exceeding \$25,000.

Sheriff Bill Rasco stated that if the Purchase of 12 Police Interceptor Sedans was deleted, this purchase could also be deleted.

This item was added back to the Agenda by Sheriff Rasco later in the meeting.

11. **Animal Services Director Monica Mock requested to add: Animal Services – Personnel - Hiring for consideration as an Executive Session item. (Executive J.5.)**
12. **County Administrator Vanessa Lynchard requested to add: Personnel – EMS Billing for consideration as an Executive Session item. (Executive J.6.)**

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Agenda with the above additions, deletions, and corrections.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

F. CONSENT AGENDA

The Board of Supervisors considered the following items on the meeting's Consent Agenda.

1. Office of Finance & Accounting – Inventory Control

FROM DEPOSED: 05/25/13

INVENTORY DISPOSITION

1051

NAME: _____

NRC = NON REPAIRABLE (COST) K = THOUSANDS

DEPT #: 300

NR = NON REPAIRABLE H = HUNDREDS

DAS = DECLARE AS SURPLUS D = DOLLARS

[illegible]

AUTHORIZATION TO DISPOSE		INVENTORY CLERK	NOTES
SIGNED BY: <u><i>Keith Pearson</i></u>	DATE: <u>10-01-14</u>	INFORMATION	THE ABOVE LISTED ASSETS WERE APPROVED 10/06/14 AND DECLARED AS SURPLUS. A COPY OF BOARD MINUTES HAVE BEEN ATTACHED.
PRINT NAME: <u>KEITH PEARSON</u>		PRELIMINARY PRESENT TO BOS	
		October 6, 2014	HIGHLIGHTED IN YELLOW - SOLD AT AUCTION 05.09.15 OREN SHAW AUCTION
		FINAL PRESENT TO BOS	
DISPOSED BY: <u><i>Johnny R Conlee</i></u>	DATE: <u>5/18/15</u>		
PRINT NAME: <u>JOHNNY R CONLEE</u>		DATE INVENTORY DISPOSED IN AS400	
INV CLERK: <u><i>Charmaine McGoold</i></u>	DATE: <u>10-01-14</u>		
<u>CHARMAINE MCGOOLD</u>		DATE BOS FINAL MINS ATTACHED	

Consignor Settlement

Crenshaw Auction Co.
P.O. Box 128
Senatobia, MS 38668
Phone: 662-526-5118 Fax: 662-526-9459

CO #:	2077
Date:	5/4/2015
Page:	1

Consignor: 3236
Desoto County Road Department
2339 Gwynn RD
Nesbit, MS 38651
Phone: 662-429-1466

Auction: May 9, 2015

Lot#	Description	Quantity	Unit Price	Ext. Price	Comm/BuyBack	Expenses
5618	2004 Chevy Truck, 4x4 #6334	1.00	6,800.00	6,800.00	-476.00	0.00
5619	2007 Chevy 2500 HD Truck #9920	1.00	10,000.00	10,000.00	-700.00	0.00
5620	2006 Ford Explorer #3045	1.00	4,300.00	4,300.00	-301.00	0.00
5621	2007 Chevy Trail Blazer LS #2155	1.00	4,700.00	4,700.00	-329.00	0.00
5622	2005 GMC 2500 HD #6898	1.00	5,100.00	5,100.00	-357.00	0.00

Total Quantity:	5.00
Total Invoice Sale Price:	30,900.00
Total Commission:	(2,163.00)
Total Due to Consignor:	28,737.00
Total Payments:	0.00
Balance:	\$28,737.00

Positive Balance, Monies Owed to Consignor
No inventory remains for this consignment order

COMMISSION SETTINGS



Calculate Commission By: Each
Commission Structure Type: Fixed

Minimum \$10
Any Amount 7%

BUY BACK SETTINGS

Calculate Buy Back By: Each
Buy Back Structure Type: Incremental

Up to \$500 \$0
over \$500 \$0

	CRENSHAW AUCTION LLC ESCROW ACCOUNT PH. 901-486-6828 P.O. BOX 128 SENATOBIA, MS 38668	7578
DATE <u>5-9-15</u>		85-208-842
PAY TO THE ORDER OF <u>Desoto County Road Dept.</u>	\$ <u>28,737</u>	
<u>Twenty eight thousand seven hundred thirty seven and 00/100</u>		DOLLARS
 SYCAMORE BANK COLDWATER BRANCH COLDWATER, MISSISSIPPI 38618		
FOR <u>[Signature]</u>		MP
⑈007578⑈ ⑆084202086⑆ 1177842⑈		

2. Justice Court

a. Justice Court Report

October 2015

Criminal Cases Filed	197
Civil Cases Filed	715
Traffic Tickets Filed	1,014
Total Cases Filed	1,926
State Assessments	\$85,844.30
County General Fund	\$146,717.77
DPS	\$5,200.00
Total Collections	\$237,762.07

Submitted by Pat Sanford
Date 30-Oct-15

b. Bailiff Pay

BAILIFF PAY

I Bobby Helton request \$ 245.00 : pay for
serving as civil and criminal court bailiff 4 Days per month, as per section
25-7-27(1(e)) and 19-19-8 provided under section 25-3-69 MS Code.

District 1
Judge Ke Adams Dates
Civil Criminal
10-16-15

District 2
Judge _____ Dates
Civil Criminal

District 3
Judge _____ Dates
Civil Criminal

District 4
Judge Brian Russell Dates
Civil Criminal
10-13-15 10-20-15
10-20-15

District 5
Judge _____ Dates
Civil Criminal

Constable Bobby Helton
Date 10-30-15

BAILIFF PAY

I Lee Hodge request \$ 245.00 : pay for serving as civil and criminal court bailiff 4 days per month, as per section 25-7-27(1)(e) and 19-19-8 provided under section 25-3-69 MS Code.

District 1
Judge _____ Dates _____

Civil _____ Criminal _____

District 2
Judge _____ Dates _____

Civil _____ Criminal _____

District 3
Judge _____ Dates _____

Civil _____ Criminal _____

District 4
Judge _____ Dates _____

Civil _____ Criminal _____

District 5
Judge [Signature] Dates 10/15/15 10/26/15

Civil 10/15/15 10/26/15 Criminal 10/15/15 10/26/15

Constable [Signature]
Date 10-30-15

3. Establish as Part of the Formal Record and Enter Into the Board’s Minutes

a. Tax Assessor - 2015 Recapitulation of Assessments of Real and Personal Property

Form 90-700 Rev (05-10)
Formerly 71-029

20 15

RECAPITULATION OF ASSESSMENTS OF REAL AND PERSONAL PROPERTY OF
DESOITO COUNTY, STATE OF MISSISSIPPI

as of the first day of January, 20 15, as shown by the Rolls therefore, made by the assessor of said County, equalized by the Board of Supervisors of said County at its
JULY 6, 20 15 meeting; and further equalized and corrected, fixed, revised
and perfected, by said Board at its AUGUST 3, 2015 meeting, after considering all objections
made thereto; (said rolls being on file in the office of the Clerk of
said Board in the City of HERNANDO in said County), to-wit:

INDUSTRIES
Subject to Sec 27-39-319
and School Tax

FILED
AUG 27 2015
DEPT. OF REVENUE
BY [Signature]

CLASSES OF PERSONAL PROPERTY	1 True Value of all Property Reflected in Columns 1 and 2				Ratio %	2 Assessed Valuation (Use whole dollars no cents)			DO NOT INCLUDE THIS VALUE IN COLUMN 1	Mfg. Products (School Tax Only)
	Million	Thous.	Hand.	Hand.		Million	Thous.	Hand.		
A. Automobiles	808	089	645	36	242	435	138	A		
B. Mobile Homes	5	843	016	15		876	452	B		
1. Furniture & Fixtures	365	700	397	15	44	601	464	1	10,253	675
2. Machinery & Equipment	430	638	277	15	44	484	923	2	20,110	838
3. Leased Equipment		41	114	15		6	167	3		
4. Inventory	409	438	421	15	60	362	268	4	1,053	577
5. Boats (Houseboats Only)			28	15			4	5		
6. In Use (27-31-104)	42	967	762	15	6	445	164	6		
7. Miscellaneous	12	364	603	15	1	684	438	7	170	278
8. More Detailed Products (Subject to 27-31-7 & 27-31-255)										
C. Grand Total	2	075	083	263	✓	400	896	018	C	31,588 368 ✓
D. Total Subject to Local Tax									D	

Total Number of Personal Property Parcels Assessed 4498

REAL PROPERTY - 20 15

INDUSTRIES
Subject to Sec 27-39-319
and School Tax

Class of Land	1 True Value of all Properties Reflected in Columns 1 and 2				Ratio %	2 Assessed Valuation			DO NOT INCLUDE THIS VALUE IN COLUMN 1	No. Acres
	Million	Thous.	Hand.	Hand.		Million	Thous.	Hand.		
1. Class 1 lands	1	304	409	587	10	130	441	029	1	
2. Class 2 improvements	5	028	832	544	10	502	877	018	2	
3. Cultivable Lands (including improvements)		154	659	245	15	23	199	173	3	
4. Building & Improvements on County Lands		94	411	131	15	14	161	543	4	
5. Uncultivable lands (including improvements & other)		9	279	058	15	1	391	908	5	
6. Real estate in cities, towns, & villages		917	750	697	15	125	363	081	6	12,307 455
7. Buildings & Improvements thereon	2	447	955	159	15	278	212	608	7	88,979 649
8. In Use (27-31-104)		50	052	252	15	2	507	838	8	
A. Total acreage & Valuation subject to tax	10	007	349	673	✓	1083	154	198	A	101,287 104 ✓
B. U.S. Government Land									B	247,863.83
C. School land & school land									C	13,545.44
D. State, County, Municipal land									D	2,874.09
E. Land assessed by tax commission									E	8,396.10
F. TOTAL LAND IN COUNTY									F	
G. Land subject to local taxes									G	272,679.46

Total Number of Real Property Parcels Assessed 70809

CERTIFICATE OF BOARD OF SUPERVISORS

To the Department of Revenue of the State of Mississippi:

In compliance with the requirements of Section 27-35-111, Miss. Code Ann., we the undersigned, constituting the Board of Supervisors of De Soto County, State of Mississippi, do hereby certify: that we have, this day carefully compared the recapitulations appearing on the reverse side hereof with the assessment rolls of real and personal property, as of the first day of January 20 15; that said recapitulations contain true, correct and complete statements of the final total of said roll as finally fixed and revised by said Board at its August 3, 20 15 meeting; that said recapitulations are in all things true and complete, and are hereby transmitted in good faith to comply with the requirements of said section.

Witness our signatures, this the 3 day of August, 20 15.

THE BOARD OF SUPERVISORS OF SAID COUNTY

By Bill Russell
President and Member from District No. 23

By Joe L. Smith
Member from District No. 1

By Frederick
Member from District No. 4

By Mark
Member from District No. 5

CERTIFICATE OF CHANCERY CLERK

STATE OF MISSISSIPPI
County of De Soto

I, the undersigned, Clerk of the Chancery Court of De Soto County, State of Mississippi and Ex-Officio Clerk of the Board of Supervisors of said County do hereby certify:

That I have carefully verified the footings of the pages and recapitulations of the rolls of assessments of the real and personal property of said County as of the first day of January, 20 15, and have carefully compiled the foregoing statements appearing on the reverse side hereof, that said statements are true, correct and complete statements of the final totals of the quantities of said rolls, as finally equalized, fixed, corrected, revised and perfected by the said Board of Supervisors at the Aug 3, 20 15 meeting and that said statements are in all things true, correct and complete recapitulations of said rolls; and I do hereby further certify that the foregoing are the signatures of the members of the said Board of Supervisors.

Witness my hand and seal of office, this 3 day of August, 20 15.


(SEAL) W. J. Walker
Clerk, Board of Supervisors

-Do not write below this line-

ORDER OF THE DEPARTMENT OF REVENUE

It appears to the satisfaction of the Department of Revenue of the State of Mississippi, after visiting the said county of this State, conferring with the Assessor thereof and studying the values of the various classes of properties therein, the economic conditions thereof and the methods employed by the Assessor and Supervisors in making and equalizing the assessments, thereof, and after making a careful examination of the recapitulation of the assessment rolls of Real and Personal Property of De Soto County for the tax year 20 15, as shown by the foregoing statements (appearing on the reverse side hereof) that they are reasonably equal and uniform with the assessments of the other counties of the state, as approved or as changed by the orders of the Department of Revenue.

IT IS THEREFORE, ORDERED, that said assessment rolls and the assessments therein contained by and are hereby approved, and the Board of Supervisors of said County are hereby directed to have copies of said rolls made and certified to the Tax Collector and to the Department of Revenue in accordance with the requirements of Section 27-35-123, Miss. Code Ann., and, it is further ordered that the Commissioner of Revenue be and he is hereby directed to certify a copy of this order to the President of the Board of Supervisors of said County.

Ordered and adjudged, this 24th day of September, 20 15.

CERTIFICATE OF THE DEPARTMENT OF REVENUE

As Commissioner of Revenue of the State of Mississippi, I do hereby certify that the above and foregoing is a true and correct copy of an order of the Department of Revenue adopted on the date therein stated, and as shown in the Minutes of the said Department of Revenue.

Witness my signature this the 24th day of September, 20 15.

Jed May Jr. To
Commissioner of Revenue

Order not valid without signature of the Commissioner of Revenue

**b. Board Attorney – Adoption of 2012 Edition International Fire Code with Amendments
Proof of Publication**

4. Office of Procurement

**a. Appointment of Requisition and Receiving Clerks- Remove Janna Rogers as Requisition
Signer from Human Resources – All Budget Lines (Dept. 001-140)**

b. Procurement Card Purchases - IT

**c. Request to Approve Bid Specifications and Solicit Bids for Bid File #16-240-002
Pharmaceutical Supplies for DeSoto County EMS and Sheriff**

5. EMS Billing Report

EMS BILLING REPORT

October 2015

Number of ambulance runs billed: 118

Amount billed: \$42,791.00

Amount collected: \$36,969.56

Un-collectable amount: \$4,625.84

	Eudora	87	Lewisburg	75	Walls
Dispatched Calls: 68					
Refusals:	15		36		34
Standby Only:	5		0		0
Billed:	45		41		32
Other:	3		10		9

Other = unable to locate patient, treated and transferred, treated and released, no treatment required, no patient found, dead at scene, cancelled and unknown.

September 2015

Number of ambulance runs billed: 123

Amount billed: \$44,749.00

Amount collected: \$31,588.11

Un-collectable amount: \$3,068.27

Fiscal Year To Date Collections:

Number of ambulance runs billed: 118

Amount billed: \$42,791.00

Amount collected: \$36,969.56

Un-collectable amount: \$4,625.84

6. Road Department

a. Request for Maintenance of School Bus Turnaround – 2490 Hook Lane, Hernando

b. Request for Maintenance of School Bus Turnaround – 4967 Tulane Rd, Nesbit

c. Adopt-A-Road Request – Malone Road from Byhalia to Pleasant Hill – “Twelve” (a mentoring group for young people)

d. Intergovernmental Sale – Knuckleboom Truck to Itawamba County

e. Safety Report



DESOTO COUNTY BOARD OF SUPERVISORS DEPARTMENT OF ROAD MANAGEMENT

Andy Swims, Director/Road Manager
2373 Gwynn Road, P.O. Box 389
Nesbit, Mississippi 38651
Phone: 662-469-8025, Cell: 662-490-9429, Fax: 662-469-8749
Email: stanrochelle@desotocountymiss.gov

TO: Board of Supervisors
FROM: Stan Rochelle
DATE: 11-16-2015
SUBJECT: Safety Report

Workman Compensation Claims:

We had no work comp claims this month.

Accidents

On 11-6-2015 James Rhodes was on 240 heading to Presidents Island to get some material. He was stopped by a car claiming that a rock had busted their windshield. James showed them that his truck was empty and there was no rock on the apron of the truck. They called Gail and she filled out a report and sent to South Group Insurance with note stating that driver did not believe it came from his truck but off the road.

Safety Training

We had our sexual harassment and defensive driving meeting last week.

Mowing

Roadside mowing is complete for this year. The tractors have been serviced and parked for the winter.

Stan Rochelle/Assistant Road Manager

- 7. Chancery Clerk’s Office: Chancery Allowance**
- 8. Tax Assessor – Notice of Increase in Assessment**
- 9. Grant Administration – Board President Signature on Mississippi Development Authority Funding Certification Form Confirming Zero Funds for FY14**
- 10. Jail Facility Phase II Certificate of Substantial Completion & Certificate of Inspection – Board President Signature Required**
- 11. Inmate Reimbursement – MDOC September 2015**

Supervisor Jessie Medlin stated that, in looking over Item #10 Certificate of Substantial Completion, there are a lot of things that need to be addressed.

County Administrator Vanessa Lynchard stated that Facilities Director Robert Jarman had noticed the same thing and sent some of his staff to inspect the building. They found some things and the contractor is in the process of repairing them. They have not corrected all the problems yet.

Supervisor Mark Gardner stated that he would like to remove Item #10 Certificate of Substantial Completion until the work is done. The Board agreed that was a good idea.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the actions and matters presented in the Consent Agenda with the exception of Item #10 Certificate of Substantial Completion as stated above.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit F

G. OLD BUSINESS

1. Sheriff’s Administration Parking Lot – Final Pay Request and Closeout Change Order

Tracy Huffman of Waggoner Engineering brought the Contractor’s Request for Substantial Completion, Contractor’s Final Pay Request, and Closeout Contract Modification Forms to the Board for approval for the Board President to sign. Mr. Huffman stated that he recommended that substantial completion be approved and that the project be inspected by the designated representatives of the Board for recommendation of final payment approval.

Supervisor Mark Gardner stated that he had inspected the parking lot with the Sheriff and they thought everything looked very good. Supervisor Medlin stated he had not yet done his inspection. Supervisor Medlin asked what kind of warranty the contractor was offering. Mr. Huffman stated that the warrantee was typically one year.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to consider the Sheriff’s Administration parking lot substantially complete, approve the modifications, and authorize final payment contingent on Supervisor Medlin’s inspection and the certificate of the committee, under oath, filed and entered on the minutes of the board.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>

Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District YES

See Exhibit G.1.

H. NEW BUSINESS

1. 9:30 a.m. Business Investment Incentive Committee Recommendations

a. GPM-US, LLC: Free Port Warehouse

Mr. Jim Flanagan, DeSoto Economic Council President, introduced Mr. Randy Pirtle, National Manager of GPM-US, LLC. Mr. Pirtle stated that GPM is a company based in South Africa that manufactures hydraulic pumps. When GPM decided to open a distribution site in the United States, they Googled distribution sites and got Memphis and began their search for a site. Mr. Pirtle bought the building in Nesbit on Motor Scooter Dr. and is currently the only employee.

Supervisor Michael Lee asked if there was any possibility that repairs might be in the future at the Nesbit facility. Mr. Pirtle said that many times distributors assemble the pumps and that could possibly happen in the future.

Supervisor Lee Caldwell asked Mr. Pirtle to consider hiring DeSoto County residents as he added to his work force.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the Free Port Warehouse status for GPM-US, LLC as recommended by the Business Investment Incentive Committee.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District YES
Supervisor Mark Gardner, Second District YES
Supervisor Bill Russell, Third District YES
Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District YES

See Exhibit H.1.a.

b. United Exchange Corporation: Free Port Warehouse and 9-Yr. Real Property (New)
(\$2,363,681.00 - Total Amount)

Mr. Jim Flanagan introduced Attorney Mark Aquadro and Mr. Bruce Fitzhugh. Mr. Aquadro stated that United Exchange Corporation is requesting a 9 year real property exemption because they began operations in 2014 and are applying a year later. They are also requesting a free port warehouse exemption. The company is located in the Olive Branch Metro Park where they purchased a building. Mr. Fitzhugh, Warehouse Manager for United Exchange Corporation, stated they are not a very big operation. They currently have 17 employees, but plan on being up to 22 or 24. Mr. Fitzhugh stated that three of their employees are from DeSoto County and they do request the temp agency choose local residents first. United Exchange is a distributor of over-the-counter health and beauty aids. Some of their customers are CVS, Walgreens, Rite Aid, Fred’s, Dollar General, and Family Dollar.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the Free Port Warehouse status and 9-Year Real Property exemption for a total of \$2,363,681.00 as recommended by the Business Investment Incentive Committee.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District YES
Supervisor Mark Gardner, Second District YES
Supervisor Bill Russell, Third District YES
Supervisor Lee Caldwell, Fourth District YES

See Exhibit H.1.b.

2. 10:00 a.m. – Legislative Requests

Supervisor Bill Russell expressed appreciation to the Legislators for coming. Legislators in attendance were Senator David Parker, Senator Chris Massey, Representative Ashley Henley, Representative Bill Kincade, Representative Robert Foster, Representative Dan Eubanks and Representative Jeff Hale.

County Administrator Vanessa Lynchard welcomed the Legislators and thanked them for attending the Board meeting today. She stated that Director of Procurement and Administrative Services Pat McLeod had worked diligently to get the Legislative Requests book together and encouraged the Legislators to use this book to know what things are important to DeSoto County. The Board feels like these are important topics for the Legislators to look at in Jackson.

Mr. Steve Gray, Director of Governmental Affairs for The Mississippi Association of Supervisors, addressed the assembly regarding issues that MAS will be focusing on in the coming Legislative sessions. Some of MAS’s hot topics will be road funding, weight limits, bond financing, bridges, 911, and tax exemptions. MAS wants to help counties get a bulk of road funding rather than MDOT and money from 911 funding where wireless is concerned. Mr. Gray stated that trying to protect the interests of counties is the job of MAS and he looks forward to a new term of working with the Senators and Representatives.

County Administrator Vanessa Lynchard told the Legislators that DeSoto County has a real trust relationship with Steve Gray and she would like the Legislators to ask Steve how DeSoto County feels about topics that come up.

Mr. Gray addressed the LSBP funding and said that counties need more funding to be able to address the LSBP bridge deficiency reports. Representative Robert Foster asked what MAS is proposing for that funding. Mr. Gray said a report will come out next week from MAS, but they are looking at a variety of things including sales tax and gasoline tax revenue.

Affordable Rental Housing – True Value Determination **Pieter Zee, Field Appraiser**

Mr. Zee stated that the bill 8100 that passed in 1985 provided special measure for low income housing that seemed to be beneficial, but it had with it some very detrimental things as well. The worst being Section 42 properties that are valued differently and that policy does not go along with the County’s fair appraisal policy. Section 42 apartments are valued at 50% of their true value and the developer gets 10% back on completion. The developer also get 60% value to subsidize as a tax write off, so 60% is not taxed. Mr. Zee stated that DeSoto County has probably lost around six million dollars since this unfair valuation began.

Supervisor Lee Caldwell told the delegation the Board will come to Jackson and help fight this issue. Supervisor Bill Russell said that this was presented as something that would help the poor people, and it passed. He told the delegation they will be seeing that trend with bills.

Representative Dan Eubanks asked what percentage of apartment complexes in DeSoto County were built post legislation. Mr. Zee stated they were built prior to legislation and some sued the county to revise their valuation after Section 42. Representative Robert Foster asked if the apartment complexes were claiming to have lower rent or if they are renting at market value. Mr. Zee stated they are not a lot different than market value. The owners claim mark ups for classes that they are required to have for tenants, but the cost is not justified. Chancery Clerk Sluggo Davis stated that the delegation may never have a chance to vote on this if any attempted repeal dies in committee.

The request is to modify the code section to require appraisers to use the potential gross income approach using allowable expenses according to IAAO procedures and to add back the value of the subsidies.

Allow Tax Collector to Settle Funds Directly to Community Colleges **Andrea Freeze, CFO**

Mrs. Freeze stated that this is more of a timing issue. The request is to allow taxes collected for community colleges to be settled directly from the Tax Collector’s office. The bill never made it out of

committee last year. Mrs. Freeze said this is a simple issue to fix but a very big issue administratively.

Authority for the County to Recover the Actual Cost incurred in Enforcing the Zoning Laws
Supervisor Bill Russell

Supervisor Russell stated that this addresses common sense things. The first trick is to get the bill out of Committee. DeSoto County has problems with developers and others who blatantly violate zoning ordinances. The main issue is attorney fees in enforcement actions that are unrecoverable.

Board of Supervisors Approval to Declare an Emergency
EMA Director Bobby Storey

Chief Storey said the request is to amend MS Code 33-15-17 to allow the Board to authorize the County Administrator or Emergency Management Director to declare a state of emergency. This is of more concern with the progress of I269 and its proximity to schools and hospitals.

County Owned Land Fills – Exempt County Fees
Supervisor Bill Russell

Counties that have county owned landfills are subject to a tax on a per ton basis. This past year DeSoto County paid over \$19,000 in landfill taxes. Supervisor Jessie Medlin stated this is actually for the rubbish pit.

Disposition of Unclaimed Dead Bodies
Supervisor Michael Lee

Mrs. Lynchard stated that at this time, the Board must approve burial or cremation, and the request is to allow the coroner to be able to declare the body unclaimed and direct burial or cremation. As the Board only meets twice a month, this can be a lengthy process and there are times when something needs to be done sooner. Representative Dan Eubanks asked about donation of the body. Senator Parker stated donation requires a family authorization. Supervisor Mark Gardner stated that DeSoto County Coroner goes above and beyond in trying to locate family members of deceased persons.

Election – Minimum Number of Ballots to be Printed
Supervisor Mark Gardner

Supervisor Gardner stated the law now requires ballots to be printed for 75% of registered voters. Last General Election DeSoto County had a 25% voter turnout. The Election Commission anticipates a 70% turnout for the Presidential Election. Supervisor Gardner stated the request is to allow the Election Commissioners in each county to determine the number of ballots that need to be printed.

Election – Resolution Board Training
Supervisor Lee Caldwell

Supervisor Caldwell stated that the training required for a Resolution Board is completely different from poll worker training. The request is to require three hours of training specific to the Resolution Board.

Election Commissioners-Terms to be Staggered & No Party Affiliation
Supervisor Michael Lee

Supervisor Lee stated that the State of Mississippi has begun the process of staggering terms on some boards to enable experienced members to help train new members, so it would make sense to do the same with the Election Commissioners. Also, due to their duties, the Election Commissioners would specify no party affiliation for elections.

Homeowners Associations – Request Law to Guide Government on Subdivision Homeowners Covenants
Supervisor Bill Russell

Supervisor Russell stated this is a real hot button for DeSoto County and other large counties. County government has very limited authority on private property and very little work can be done legally. The Secretary of State’s office has no authority to regulate Home Owners’ Associations. Because of that there is no uniform structure for HOAs. Some developers manage their HOAs and make rules so that home owners know what they are getting into. Many developers don’t do that. If a developer does not form a HOA in the beginning, the homeowners in a subdivision must have 100% agreement to form one. The Board has written a very comprehensive document with the help of MAS. Supervisor Russell expressed appreciation to Senator Chris Massey for his help in working on this problem. Supervisor Russell said if one of the House Representatives wanted to take this project on, he would be happy to meet with them.

Infrastructure – Continued Funding for MDOT
Supervisor Michael Lee

Supervisor Lee encouraged the delegation to work hard to continue funding MDOT. Most of the MDOT work is an 80/20 match. Supervisor Caldwell stated that DeSoto County works closely with MDOT. Supervisor Mark Gardner stated DeSoto County has the largest project in the State now, but

the County has many other needs.

Infrastructure – Highway 305 at Bethel Road **Supervisor Jessie Medlin**
Supervisor Medlin said that a signal at Bethel road is needed as well as a widening of Hwy 305 from Church Road to Lewisburg, approximately 5 miles. When I269 opens, there will be much more traffic on that road. If funding comes up, DeSoto County could use some help there. Right now, there are no left turn lanes and there are approximately 500 houses along that stretch of highway. Traffic studies have shown 12,000 – 15,000 per day.

Infrastructure – Highway 305 – Church Road to Byhalia Road **Supervisor Jessie Medlin**
See above topic

Legislative Delegation Request for Both Chambers to Submit Bills **Supervisor Mark Gardner**
Supervisor Gardner stressed the importance DeSoto County feels for the Legislative Chambers to offer Companion bills for issues affecting DeSoto County.

Public Employees Retirement System – Employer’s Match **Supervisor Jessie Medlin**
Supervisor Medlin stated the PERS Employer’s match has jumped to 15.75% and the employee portion is 9%. He stated that it is not feasible to keep asking taxpayers to keep putting money in. DeSoto County has gone from 1 million to 3 million to fund PERS. He requested the delegation look at the funding.

911 Surcharges – Restructure Surcharge Distribution **E 911 Coordinator James Powell**
Mr. Powell stated that 911 is funded solely by fees on phone bills and based largely on land lines. Mobile carriers are getting 30% - 40% on fees and those fees are used to pay maintenance. The request is to restructure the code to let what is set aside for carriers to come back to the counties.

Representative Robert Foster asked if the cell phone carriers had a rebuttal to this. Mr. Powell said they are claiming they need it for maintenance, but there is a \$30,000,000 balance sitting in the account established for maintenance..

Sheriff Department Request for Radar Authority **Sheriff Bill Rasco**
Sheriff Rasco stated that there are 5 cities in DeSoto County. Four of the cities run radar, but the Sheriff’s Department cannot. Sheriff Rasco stated that radar would not be a money maker for the County; it would save lives, particularly for juveniles. Sheriff Rasco stated that he had data he would share with the delegation, and pointed out that Lowndes County got radar in 1982 with a referendum. Representative Bill Kincade asked what the premise for Lowndes County was. Sheriff Rasco said the legislature got them a referendum.

State Budget Fully Fund State Obligations and Do Not Give Relief at the Expense of County Government **Supervisor Mark Gardner**
Supervisor Gardner said, “Please don’t balance your budget on our backs!” He stated that the County is grateful that we have not had a millage increase in 12 years, and we would like to keep it that way. If things get passed down from the State or Federal level, that could change. Supervisor Gardner reiterated that DeSoto County would appreciate a call to ask how a bill will impact this County.

State Budget Fully Fund State Obligations-Death Row Appeals County Adm. Vanessa Lynchard
Mrs. Lynchard stated the cost to house a state inmate per day is \$67.95; per year is \$24,800; and per 20 year period is \$496,000. The cost of litigation for states ranges from \$400,000 per case to \$3,000,000 per case. Few counties can bear that expense. Please do not delegate these costs to county budgets.

State Budget – Remove Requirement for AOC to Compensate and Approve County Court Administrators **CFO Andrea Freeze**
Mrs. Freeze stated that County courts are funded totally by the counties. This is cumbersome and costly to the County. The request is to remove the requirement for County Courts to pay for Administrators through the Administrative Office of Courts.

Transfer Equipment at Road Department **Board Attorney Tony Nowak**
Mr. Nowak explained that the Road Department is funded for a specific task, and as a result, equipment can only be used by the Road Department unless reimbursed. For example, a car cannot be transferred

to another County Department unless fair market value is reimbursed to the Road Department. That same car can be transferred to a city or another entity at no cost. Mr. Nowak stated we are asking the legislation be amended to allow equipment to be transferred to other county departments, or to be used by other county departments, without the need for reimbursing the Road Department. To protect against abuse he has prepared a draft bill that requires specific findings by the Board of Supervisors.

Broadband **Supervisor Lee Caldwell**
Supervisor Caldwell stated that the FCC had a coverage map that showed Mississippi as very well covered with Broadband. DeSoto County officials knew that was incorrect so a survey was done through the schools and results were mapped. Our Public Service commissioner took the map to FCC and got their map changed. A portion of tax from cell phones helped get fiber in the ground by ATT. Supervisor Caldwell informed the delegation that many students are at a great disadvantage by having Broadband in the schools, but not being able to access it at home. The Broadband committee has been meeting with providers and asking them to give us a clue as to how much coverage they will be able to give to the County.

Major Defensive Victories- Pollution Control Exemption **Supervisor Lee Caldwell**
Supervisor Caldwell stated that Senator Park, Senator Massey, and Representative Kincade could attest to the fact that what seemed to be simple legislation, such as Section 42, sounded good to provide tax breaks for certain equipment; especially in the case of non-attainment. The request is to let the Board of Supervisors to be able to make decisions in the best interest of the County and its taxpayers. She asked that the delegation be sensitive to these type bills.

Supervisor Caldwell expressed her appreciation to the delegation for always responding to the requests of the County. Representative Kincade said they were grateful to DeSoto County for being accessible.

Supervisor Bill Russell again thanked the Senators and Representatives for being in the Board meeting today. He told the delegation that this Board will be at their beck and call and will help with anything they can. The Board is open to questions or comments.

Supervisor Mark Gardner stated that he will be meeting with Representative Hopkins and will be available to meet with anyone else who wishes to.

See Exhibit H.2.

3. Tax Collector

a. Approval to Contract Vehicle Notices

Tax Collector Joey Treadway informed the Board that the State Department of Revenue has threatened several times to stop printing renewal cards for car tags. He believes that time is going to be soon. At this time, the cost of sending out the notices is 29.7 cents for the Tax Collector’s office. The Department of Revenue prints the cards, his office tears them apart, and the accounting department puts them through the postage machine and mails them (taking accounting department staff 2 – 3 hours as the machine does not run the cards through properly). Mr. Treadway said his office can contract with Diversified Companies, LLC directly and they will print and mail the cards for 33 cents each.

Chief Financial Officer Andrea Freeze stated that if her department continues to handle the cards they will have to get a new postage machine that will have a more expensive lease. If they stop handling the cards, they can get a smaller postage machine with a less expensive lease. Mr. Treadway and Mrs. Freeze agree that contracting the vehicle notices will be a savings to the County, both with the smaller machine and less employee time spent handling the notices.

Supervisor Bill Russell stated that he was against mailing the vehicle notices and that the citizens should know when their tags expire and take care of it.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Tax Collector to contract the printing and mailing of vehicle notices.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>NO</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.3.a.

b. Request to Void Tax Sale – Parcel # 3063-0600.0-00004.03 & # 3063-0600.0-00004.07

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to void the tax sale of the two parcels listed above that erroneously went to tax sale and authorize reimbursing the tax sale purchaser(s) the sum(s) paid.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.3.b.

c. Request to Void Tax Sale - Parcel # 2083-0605.0-00347.00

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to void the tax sale of the parcel listed above that erroneously went to tax sale and authorize reimbursing the tax sale purchaser(s) the sum(s) paid.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.3.c.

4. EMA – Approval to Apply for Supplemental Rural Fire Truck Acquisition Assistance Program Grant for Walls Fire Department – Authorize Board President Signature

EMA Director, Chief Bobby Storey reminded the Board that they previously approved to let Nesbit Fire Department apply for this same grant. Walls Fire Department has now asked to apply for a supplemental grant that is coming available. Chief Storey stated the grant is not funded yet, but they would like to get the paperwork in order so when it is funded, they can apply for it. He further stated that EMA puts \$140,000 in their budget for two new apparatuses each year in case a Department in the County needs something. He said the truck is paid for out of the budget and reimbursed by the grant money.

Supervisor Medlin asked if Walls having paid firefighters was allowed by the grant. Chief Storey said that the firefighters were paid by a grant through the Town of Walls. He also informed the Board that Walls should be closing on land for a new station this week.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to authorize EMA to apply for the Supplemental Rural Fire Truck Acquisition Assistance Program Grant for Walls Fire Department and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.4.

5. Election Commission

a. Southaven North 304 – Change in Polling Site

Election Commission Chairman Danny Klein stated that the City of Southaven has asked the Election Commission to move the Southaven North 304, District 3 polling site from Southaven City Hall because of growth in their Water Department. Mr. Klein stated that the polling site should have a permanent home at the Southaven First Regional Library. He said the site offers excellent parking, handicapped parking, a separate room and its own entrance.

Supervisor Mark Gardner asked if the city would consider moving their municipal elections to the library as well so that voters would not get confused. Mr. Klein said that call would have to be made by the Mayor and Aldermen, but he thought that was an excellent suggestion and he would ask them about that. Mr. Klein stated that the Southaven North 304 precinct consisted of approximately 3000 voters and the cost of new voter cards would be about \$3,000.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to approve the change in polling site from Southaven City Hall to Southaven First Regional Library for the Southaven North 304 Precinct.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.5.a.

b. Hernando East Proposed Precinct Split

Election Commission Chairman Danny Klein stated that because of tremendous growth in the area and a large voter turnout at the Hernando East Precinct, Tina Hill would like to split the Hernando East Precinct and add Baker’s Chapel as a polling place. Mr. Klein stated that the Longview Point polling site is in the largest precinct in the county and has the heaviest voter turnout. He said the plan is to split the workers and voting equipment between the old and new precincts.

Supervisor Michael Lee reminded the Board that this proposal had been brought up before and due to the area growth and large voter turnout, they felt it was appropriate to bring it up again. Supervisor Mark Gardner stated that 40 precincts seemed a lot for the Election Commission to manage.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to accept the Election Commission’s proposal to split the Hernando East Precinct and add a polling place at Baker’s Chapel.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>

Supervisor Michael Lee, Fifth District YES

See Exhibit H.5.b.

6. Environmental Services

a. DeSoto County Rubbish Facility – Proposed Holiday Schedule

Environmental Services Manager Ray Laughter stated that he has spoken with all the cities and Southaven is the only city that will be running garbage services on Friday after Thanksgiving. He also said Southaven has agreed to take their garbage to the Star Landing pit if the County rubbish pit was closed.

Mr. Laughter stated that Waste Connections has requested to close the County rubbish pit November 26-28; Thursday, Friday, and Saturday; for Thanksgiving.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to allow the County rubbish pit to be closed Thursday, November 26th and Friday, November 27th, and to remain open regular hours on Saturday, November 28th.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>NO</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.6.a.

b. Household Hazardous Waste Day Recap

Environmental Services Manager Ray Laughter stated that this year was a great turnout, despite the weather. He stated that Household Hazardous Waste Day is one of his department’s best events and there were many people there to help. Mr. Laughter requested his letter of appreciation to everyone involved be spread upon the minutes of this Board.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to spread upon the minutes the letter of appreciation to everyone involved in Household Hazardous Waste Day.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.6.b.

7. Fleet Management Purchase Request

Procurement Coordinator Karen McNeil informed the Board this is a purchase over \$25,000 request. Road Manager Andy Swims stated that this purchase was part of the request for sale and purchase of equipment that the Board had previously approved. Mrs. McNeil said that Country Ford is willing to meet state contract prices.

Supervisor Jessie Medlin asked Animal Services Director Monica Mock if she currently had extended cab trucks in use in her department. Mrs. Mock stated that they do have extended cab trucks in use and this purchase will replace AC-2 and the car she presently drives. Supervisor Medlin asked why they needed extended cabs. Mrs. Mock stated that they put their equipment in the back of the cab rather

than in a tool box that would not be as secure.

Supervisor Medlin asked Mr. Swims if the F-350 trucks came with a dump bed. Mr. Swims stated they will have to be fitted for that.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the purchase over \$25,000 for Fleet Management conditioned upon the receipt of such purchase occurring after January 1, 2016.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.7.

8. Facilities Management – Approval to Donate Heater to Eudora Fire District

Facilities Director Robert Jarman stated when they took over the Sheriff’s Department garage, there were 5 garage heaters. Three were installed at EMA, 1 was damaged and kept for parts, and the fifth is needed at Eudora Fire Department.

Supervisor Lee Caldwell asked Mr. Jarman if any of the vehicles that Fleet Management is surplusng will work for Facilities since one of their trucks is not functioning. Mr. Jarman said he would check with J.R. Conlee and see if they could use one.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the intergovernmental transfer of a garage heater to Eudora Fire Department.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

9. Grant Administration – Approval to Apply for FY16 Justice Assistance Grant for Youth Drug Court

Grant Administrator Melissa Zizmann stated that this will be the third year the County has applied for the Justice Assistance Grant for Youth Drug Court. She stated that last year the County applied for \$70,000, but this year she would like approval to apply for \$100,000.

Mrs. Zizmann stated that there is \$25,000 in the budget to pay matching money, but in the past the match has been waived and she will request it be waived this year as well.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the application for FY16 Justice Assistance Grant for Youth Drug Court not to exceed \$100,000 and approval to write a letter requesting waiver of 25% required match.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.9.

10. Office of Finance and Accounting

a. Approval to Accept Donated TV for Adult Detention Center

Chief Financial Officer Andrea Freeze stated that Adult Detention Center Commander Chad Wicker asked for approval to accept a donation of a TV from WalMart. The Adult Detention Center purchased six (6) TVs and Wal Mart donated a seventh (7th) as a goodwill act within the community.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the acceptance of a TV from Wal Mart for the Adult Detention Center.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.10.a.

b. Claims Docket

Chief Financial Officer Andrea Freeze presented a page by page declaration of the Claims Docket. Accounting Office Manager Stephanie Hanks brought invoice documentation to address any questions.

Supervisor Mark Gardner asked about the following claims:

- Page 2 – West Group Payment Center \$616.50 – The invoice showed this is a subscription for Code Books.
- Page 7 – State Farm – The invoice showed these are bonds for Tax Collector employees.
- Page 7 – William Clark – Deputy Broke Window – The Sheriff stated a call was made to a home and the deputy broke a window after seeing a lady lying on the bed and not responding. She was deceased. The family filed a claim.
- Page 12 – MS Dept. of Employment – F. Perez – The invoice showed this is an unemployment claim. Mrs. Richmann of HR stated that Mr. Perez is a retiree of the Sheriff’s Dept. and had been employed elsewhere since leaving the County, but unemployment will come back on the previous employer if funds were not there with the current employer.
- Page 16 – Language Line Services – IT Director John Mitchell said there are regular charges for this interpreter service for dispatch.
- Page 47 – Deljuan Robinson – This was a refund from Planning Department for variance.
- Page 53 – Sportsman’s Warehouse - \$1040 for generator – Sheriff Rasco said this was for SWAT team.
- Page 57 – Inspect USA – The invoice showed these were requisitioned by Chris Olsen for Volunteer Fire Departments. Mrs. Freeze stated it was paid for from the Fire Code Adoption Fund which is very specific regarding use. This was for training and testing at the jail.
- Page 61 – Signs and Stuff – Road Department DC decal sets - Mr. Swims stated that the Road Department makes most of the County signs and decals County vehicles.
- Page 68 – Victor Hall – Is this a final payment and do payments track the work they have done. Facilities Manager Robert Jarman stated that they moved pretty well for a while, but have slowed down again. They have asked for a substantial completion, but were turned down.

There were no other questions regarding the Claims Docket.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

11. Sheriff’s Department - Approval to advance \$3,000.00 for FBI Academy – Training & Uniforms for Chief Deputy Macon Moore

Sheriff Rasco stated that Chief Moore has been trying to get in this class for a few years. Only three people from the State of Mississippi were selected. Chief Moore will bring back receipts and refund any unused funds. This is a 12 week class.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the travel advance of \$3,000 for Chief Moore.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

12. Road Department – Finding of Fact – Victoria Drive & Aspen Drive

Road Manager Andy Swim presented the fact findings at the intersection of Victoria Drive and Aspen Drive to the Board. The photos show where the work will take place to help prevent flooding at Victoria Drive and Itasca Drive where flooding has damaged private property and is affecting the health, safety and welfare of the public. The culvert will be placed caddy corner across the intersection at an estimated cost of \$7,840.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to accept the finding of fact that the work to be done at the intersection of Victoria Drive and Aspen Drive would help alleviate the flooding at Victoria Drive and Itasca Drive that adversely affect the health, safety and welfare of the citizens of DeSoto County in accordance with Mississippi code section 19-5-92.1, that it would be necessary to do the work presented to protect the road and right of way, and to authorize the Road Manager to proceed with the work at an estimated cost of \$7,840.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.12.

13. Proclamation of Thanksgiving, Christmas, and New Year Holidays

County Administrator Vanessa Lynchard informed the Board that the Governor’s proclamation regarding Thanksgiving, Christmas and New Year Holidays had been published and requested the Board to approve the dates for DeSoto County employees.

Thanksgiving – November 26 & 27
 Christmas – December 24 & 25
 New Year – December 31 & January 1

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to

approve the dates for Thanksgiving, Christmas and New Year as proclaimed by the Governor and stated above.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Medlin stated that he did not agree with the December 31st date.

See Exhibit H.13.

14. Human Resources – 2016 Organizational Charts

Human Resources Director Vickie Richmann informed the Board that the Human Resources Department had complied with the Board’s request to compile an organizational chart and job descriptions for the County. She stated that all job descriptions are not complete, but they will get them to the Board as they become available.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept and adopt the organizational charts as presented by Human Resources Director Vickie Richmann.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.14.

15. Board Attorney – Authorize Board Attorney to Work with the Committee to Review Planning Commission Appointments

County Administrator Vanessa Lynchard told the Board that the Committee has been working to set up guidelines for Planning Commission appointments. Supervisor Bill Russell stated that the committee wondered if a 15 member commission was really necessary, and they were leaning toward recommending 1 member from each district and 2 at large positions. Supervisor Mark Gardner stated that the Planning Department staff said 15 are cumbersome at times. Supervisor Lee Caldwell stated she would like to have at least 2 members from each district.

After more discussion regarding policy covering the Planning Commission appointments, Supervisor Caldwell suggested the committee send the Board a survey.

Later in the meeting in was determined that a vote had not been taken on this matter.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize Board Attorney Tony Nowak to work with the Planning Commission Committee to review Planning Commission Appointments.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>ABSENT</u> (vote taken later in meeting)
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

16. Office of Procurement

a. Approval for Purchase Exceeding \$25,000 for Purchase of 12 Ford Police Interceptor Sedans

This item was deleted from the agenda at the start of the meeting; however, Sheriff Rasco asked that it be put back on. Supervisor Mark Gardner asked if the Sheriff had the money in his budget and the Sheriff affirmed.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the purchase exceeding \$25,000 for purchase of 12 Ford police interceptor sedans conditioned upon a delivery date after January 1, 2016.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.16.a.

b. Approval for Sheriff’s Department Purchase over \$25,000

The Sheriff asked the Board to approve a purchase of a Chevrolet Pursuit Tahoe for use by the K-9 Officer. He informed the Board that the Tahoe is more expensive than a Ford Expedition, but the equipment already in use by K-9 can be moved to the new Tahoe. The present equipment would not fit in the Expedition.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to authorize the purchase over \$25,000 for a Tahoe for the K-9 officer.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Exhibit H.16.b.

17. EMS – Purchase of Ambulances for Municipalities

EMS Director Fiodor Baraniuk and County Administrator Vanessa Lynchard reviewed with the Board the requests made by City EMS Directors from Hernando, Horn Lake, and Olive Branch. Mrs. Lynchard stated that all the EMS Directors were most gracious and grateful for the assistance from the County, but they did have various concerns about the Ford ambulances that the County uses.

There was discussion by the Board regarding total allocation amounts, interlocal agreements, insurance, and the different ambulances the cities were asking for.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work with the four city attorneys and come back to the Board with a draft of new interlocals stating the four municipalities will be allotted \$24,000 per year for either 5 or 8 years, the municipalities will keep the 2010 ambulances, and the municipalities will provide their own insurance.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

18. Approval to Apply for Homeland Security Grant for Containers

EMA Director Chief Bobby Storey informed the Board that Dave Taylor, the Olive Branch Fire Department Trainer, had come to him asking for containers to use for training. The containers would provide a more secure and safer environment than old buildings for Fire Department training. Chief Storey reported that he had checked into grants for the purchase of containers and the County has been awarded \$16,000 to buy 9 or 10 (20 or 40 foot) containers. Chief Storey stated that 4 will be sent to Olive Branch and the remainder will go to the EMA facility on Motor Scooter Dr. to set up a small training facility on the property so that classes can be complete on site.

Supervisor Russell asked if the containers would also be used for storage and Chief Storey said they could be used for many things.

Supervisor Medlin expressed concern about the look of the containers. Chief Storey said they would spray them and they would just look like small buildings set up behind EMA.

Supervisor Caldwell pointed out that the containers are free, but the County will have to furnish concrete pads to set them on. Chief Storey said he is working with Facilities to find the most cost effective way to get the pads done.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the grant from Homeland Security for containers and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

19. Authorize the Board Attorney to Work with Fairhaven Fire Department on Fairhaven Fire Department Ratings

Supervisor Lee Caldwell reported that the Fire/EMA Committee is working with each fire department coverage area to get fire ratings down. They are now concentrating on the Fairhaven area. Chief Storey said that EMA and the Fairhaven fire chief have done a lot of work to get their records up to date. EMA hopes to be in the area flowing fire hydrants next week.

Supervisor Medlin asked if they would be looking at adding another station in the Fairhaven area to get a better grade. Chief Storey stated that Fairhaven has good apparatus and manpower and he thinks they can get to 8 or 9 even with the water flow they currently have. There was discussion regarding Hillwood and commitments that they made to assist in getting the fire ratings improved in the area.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillip, Mitchell, Scott & Nowak to take such steps as are necessary to assist the Fairhaven Fire Department with establishing a fire protection grading district.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>

Supervisor Michael Lee, Fifth District YES

20. EMS – Approval to Activate a Fourth Ambulance Service for Mall Opening

EMS Director Fiodor Baraniuk requested approval from the Board to activate a fourth ambulance service to be on standby for 3 days at the time of the Tanger mall opening in Southaven. Director Baraniuk informed the Board that he has contacted personnel who are willing to work the extra shifts for this 3 day period and he feels it would be best to be proactive in anticipation of this large event.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize EMS Director Fiodor Baraniuk to activate a fourth ambulance service for 3 days at the time of the Tanger mall opening in Southaven.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

21. Facilities Management – Approve Bid for Final Wiring for Sheriff’s Administration Building

Facilities Manager Robert Jarman stated that he has received three quotes for the final wiring inside the Sheriff’s Administration Building that will support their IT needs. He stated that IT Director John Mitchell had gotten the quotes, but it comes from Mr. Jarman’s budget. Mr. Jarman is recommending accepting the bid from Next Step Innovations as the best and most qualified bid.

Supervisor Bill Russell asked if the bids were apples to apples because of the large difference in the amounts. Mr. Jarman stated they were comparable.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the bid from Next Step Innovations as the lowest and best qualified bid.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.21.

22. Purchase over \$25,000 – Driver’s License Readers and Monitors for Sheriff’s Vehicles

Sheriff Bill Rasco asked the Board to put this back on the agenda and consider the purchase over \$25,000 for readers and monitors for the 12 new sedans since the sedans were approved.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to authorize the purchase over \$25,000 for driver’s license readers and monitors for the Sheriff’s vehicles.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.22.

23. Fire Protection Agreements

County Administrator Vanessa Lynchard informed the Board that the County fire protection agreements expire in January and requested that Mr. Nowak be authorized to work on updating those.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to do the necessary work to update the County Fire Protection Agreements.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>ABSENT</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

I. PLANNING COMMISSION

See Exhibit I

J. EXECUTIVE SESSION

The executive session portion of these minutes is recorded under the portion of the minutes called “Executive Session”.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to adjourn the Board meeting until December 7, 2015, at 9:00 a.m.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>ABSENT</u> (left meeting before adjournment)
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

THIS the 16th day of November, 2015, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Bill Russell, President
DeSoto County Board of Supervisors